# NEIGHBORHOOD PLAN: WORK PLAN DISCUSSION

## **MATERIALS**

 B/BL/HL Neighborhood Plan Updates: NAC Roles and Guidelines

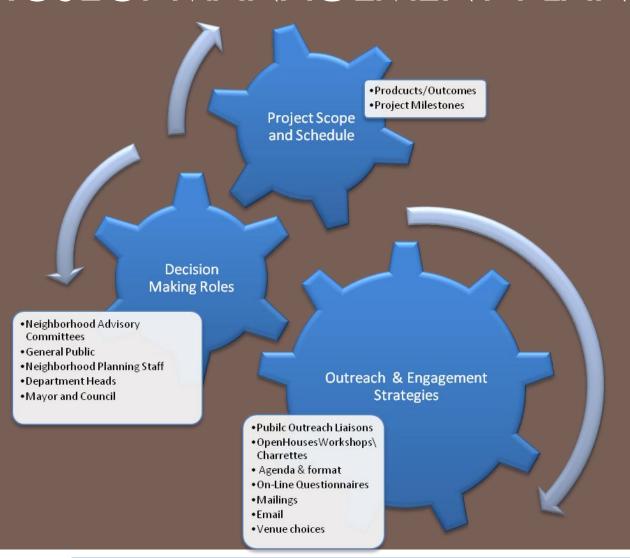
- 2. NPU Project Management Plan -
  - Appendix 1: Roles/Activities during the NPU
  - Appendix 2: Specific Public Engagement Methods

3. B/BL/HLNPU Timeline

# PROJECT MANAGEMENT PLAN

- I. Project Overview
- A. Project Description (what)
- B. Timeline (when)
- C. Neighborhood Planning Background (what/how)

# PROJECT MANAGEMENT PLAN



# PROJECT MANAGEMENT PLAN

## II. Public Engagement Plan (Who/How)

- A. Overview
- B. Public Involvement Objectives
  - 1. Council Direction on Public Outreach & Engagement
  - 2. City Auditor's Recommendations
- C. Affected Populations & Roles in Neighborhood Plan Updates
  - 1. Community
  - 2. City
  - 3. Role of Community Input during each Phase of the Project
  - 4. Legally Mandated Public Involvement
  - 5. Relationship to other Ongoing Planning
- D. Outreach and Engagement Methods
  - 1. Outreach to Under-Represented Communities
  - 2. Types of Public Outreach & Ongoing Information Sharing
  - 3. Types of Public Engagement
  - 4. Public Engagement Summary

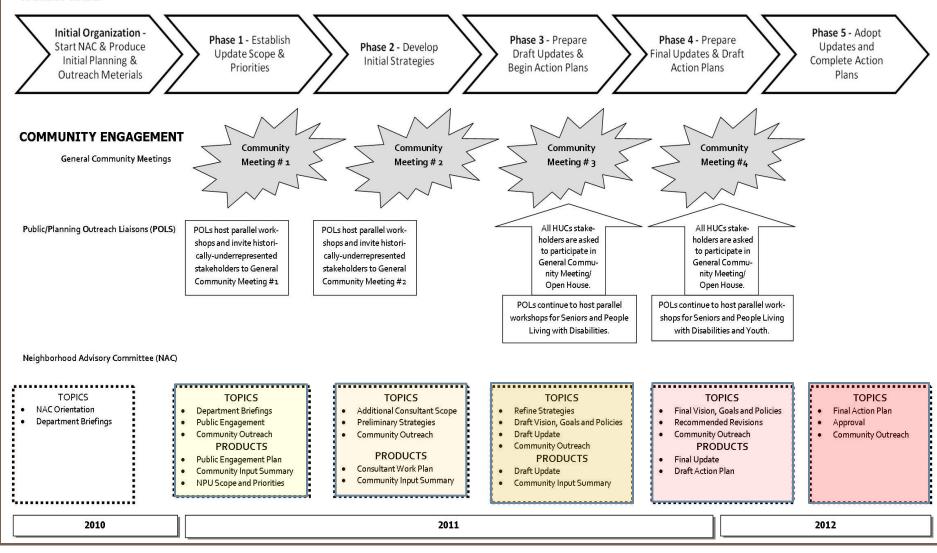
## Rainier Beach Neighborhood Plan Update Timeline – DISCUSSION DRAFT December 29, 2010

#### **WORK PHASE** Initial Organization -Phase 5 - Adopt Phase 1 - Establish Phase 3 - Prepare Phase 4 - Prepare Start NAC & Produce Phase 2 - Develop Updates and Update Scope & Draft Updates & Final Updates & Draft Initial Planning & Initial Strategies Complete Action **Begin Action Plans Priorities Action Plans Outreach Meterials** Plans **COMMUNITY ENGAGEMENT** Community Community Community Community General Community Meetings Meeting # 1 Meeting # 2 Meeting # 3 Meeting #4 All HUCs stake-All HUCs stake-Public/Planning Outreach Liaisons (POLS) POLs host parallel work-POLs host parallel workholders are asked holders are asked shops and invite historishops and invite historito participate in to participate in cally-underrepresented cally-underrepresented General Commu-General Commustakeholders to General stakeholders to General nity Meeting/ nity Meeting/ Community Meeting #1 Community Meeting #2 Open House. Open House. POLs continue to host parallel work-POLs continue to host parallel workshops for Seniors and People shops for Seniors and People Living Living with Disabilities. with Disabilities and Youth. Neighborhood Advisory Committee (NAC) TOPICS TOPICS TOPICS TOPICS TOPICS TOPICS NAC Orientation Additional Consultant Scope Department Briefings Refine Strategies Final Vision, Goals and Policies Final Action Plan Department Briefings Public Engager Draft Vision, Goals and Policies Recommended Revisions Approval Review Review Community Ou aft Update Community Outreach Community Outreach Recommend Recommend munity Outreach **PRODUCTS** PRODU **PRODUCTS** Public Engager nen Move Forward Move Forward Final Update Community Input Summar Draft Update Draft Action Plan Community Input Summary NPU Scope and Priorities Community Input Summary 2010 2011 2012

Broadview / Bitter Lake / Haller Lake
Neighborhood Plan Update

## Rainier Beach Neighborhood Plan Update Timeline – DISCUSSION DRAFT December 29, 2010

### **WORK PHASE**



Broadview / Bitter Lake / Haller Lake Neighborhood Plan Update

January 12, 2011

For each phase of engagement we want to work with the NAC to define:

- Objectives
- Outcomes
- Outreach/Informing
- Reporting Back
- Format(s) & Venues
- Engagement Materials
- Tools
- On-line engagement

Each of these elements may be slightly different for the POLs

We needs your input on the overall engagement plan, and specifically addressing the first phase of Establishing the Scope & Priorities

Appendix 2. Specific Public Engagement Methods (DRAFT)		
Tools & Logistics	Outreach to Underrepresented Communities Ongoing	Phase 1 Establish Update Scope & Priorities January - March 2011
Objectives of Engagement at Each Phase	<ul> <li>Build relationships</li> <li>The Objectives at each phase are basically the same as with the general engagement.</li> </ul>	Share information on existing conditions & changes since plan was completed Define continuing and new issues Prioritize issues to produce a scope for the update. Scope will direct staff and consultant work.
Desired Outcomes	Inclusive process     Informed participants     Documentation of interests	Documentation of issues and general priorities.     The City will work with the NAC to use the collected information to establish the issues and priorities for the updates.
Outreach (Informing / Advertising)	Phone calls  Emails Community Newspapers Announcements at community meetings & events	Press Release     Newspaper announcements     Email and/or mailing to organization lists
Reporting Back	Reporting back will primarily occur through the POLs	Scope and priorities will be posted on web site, emailed to attendees with email and sent to those without.
Engagement Format(s) And Venue	<ul> <li>Format varies, but generally consistent with general public meetings format for the respective phase of engagement</li> <li>Meet with groups at their own gathering space. Meetings with seniors and persons with disabilities will mostly be at facilities convenient to them.</li> <li>POLs will also encourage attendance at general community meetings</li> </ul>	Presentation of data and preliminary issues Breakout tables to engage in issue identification Dot exercise for priorities Report back and summary POLs will conduct workshop that includes an introduction to NPU and will cover the same format and questions at the general March meeting. POLs will invite people to and will serve as hosts and interpreters at March meeting.  Materials will be translated Venues TBD
Public Engagement Materials Tools	Generally consistent across meetings Maps & Other Visuals Multiple translations Interpretation	PowerPoint for presentation portion     Large format maps (pdf for web posting)     Existing Conditions Maps     Healthy Living Assessment Maps     Photos of Existing Conditions     Comment forms     Flip Chart
On-line Engagement	• TBD	Survey Monkey questionnaire to be developed and available for 1 +/- month     Materials will be posted on the web site